

GENERAL MINUTES GOVERNING BOARD

Thurs 20 March 2025

Hybrid – Thomas Fairchild Community School / Google Meet

GOVERNORS PRESENT		
INITIALS	NAME	ROLE
CH	Mr C Howard	<i>Chair of the Governing Board</i>
EHT	Ms N Reid	<i>Executive Headteacher</i>
MS	Mr M Sharman	<i>Vice Chair of the Governing Board & Chair of the Resources Committee</i>
DY	Mr D Young	<i>Co-opted Governor</i>
GE	Mr G Evans	<i>Co-opted Governor</i>
CB	Mr C Beard	<i>Co-opted Governor</i>
GD	Mr G Davies	<i>Co-opted Governor</i>
GJB	Ms G Johnson-Brandy	<i>Co-opted Governor</i>
KD	Mr K David	<i>Parent Governor</i>
DC	Ms D Costa	<i>Parent Governor</i>
AO	Ms A Oteng	<i>LA Governor</i>
KE	Mr K Ezeagu	<i>Staff Governor</i>

OTHER ATTENDEES PRESENT		
INITIALS	NAME	ROLE
CLK	Mr D M Laird	<i>Governance Professional to the Board</i>
DH	Mr D Hewie	<i>Headteacher, Woodberry Down</i>
RM	Mr R McGrath	<i>Headteacher, Shacklewell</i>
KB	Ms K Beecroft	<i>Headteacher, Grazebrook</i>
MT	Mr M Trahair	<i>Headteacher, Thomas Fairchild</i>
MN	Ms M Nandhra	<i>English Hub Lead (Attending for presentation on English Hub)</i>

APOLOGIES		
JD	Mr J Donald	<i>Co-opted Governor</i>

ACTION WORKSHEET 20 MARCH 2025

NO	AGENDA ITEM	ACTION	Responsible PERSON	STATUS
GB1	3	Provide Board with progress report/s on the implementation of plans designed to addressing the recruitment challenges	Exec Head	<u>OPEN</u>
GB2	3	Review the new online tool for safeguarding / records	Govs	<u>OPEN</u>
GB3	6.3	Set up a Google Form for govs to provide their input/views on the Hackney Education Strategy for onward submission by 24 April 2025	Chair / Exec Head	<u>OPEN</u>

LEGEND

- Green** – Completed
- Red** – Pending (URGENT)
- Black** – Pending (NOT URGENT)
- Blue** – OPEN

RECORD OF MEETING

1. Opening Formalities

1.1 Welcome

The Chair of the Governing Board convened the spring term meeting of the New Wave Federation Governing Board. The meeting started at 5:30pm.

1.2 Apologies & Absence

As recorded above.

1.3 Declarations of Interests

No declarations recorded and no changes to existing written declarations.

1.4 Notification of any other Business not on Agenda

None tabled

2. English Hub Update

The Governing Board received and accepted an update from the English Hub Lead. The [English Hub Report](#) was disseminated ahead of the meeting for review. During the update, govs were told that:

- The New Wave English Hub had retained Learning Specialists and completed 80 audits over 221 days. It was noted that financial and performance reports were on track, with a 94.5% score in the December 2024 performance review and a Reading Fluency bid had submitted to the DfE, and there was an 11% progress increase in one SSP from Spring 2024 to Spring 2025. Senior Leaders reported that the Hub was also selected to provide evidence of in-year financial sampling.
- RISE Advisers had been appointed to support target schools, with funding provided for said initiatives. It was highlighted that the Hub met with RISE advisers at a Roundtable forum with Reconnect London and Audit lines would reduce in 2025-26, while core and delivery grant lines expected to remain. Senior Leaders reported that the Learning Specialists team continued to deliver successful webinars and conferences.
- Following successful conferences, future events were planned, including Reading Fluency Conferences in June 2025. It was noted that the Hub aimed to gather feedback from schools to enhance CPD/MLS offerings and was considering expanding MLS delivery with New Wave Federation leaders. Senior Leaders highlighted that the Hub Lead had applied to become a representative at the English Hub Council in July 2025.

The Board thanked the Hub Lead for her update.

3. Executive Headteacher's Report & Headteachers' Reports

[\(Incorporating the Headteachers' Reports & SIP Visit Reports\)](#)

The Governing Board received and accepted an update from the Executive Headteacher, as outlined in [her report](#). The Board accepted the reports accompanying her update as read, to include:

Executive Headteacher's Report (March 2025)
Headteacher's Report to Govs (March 2025)
School Improvement Partner (SIP) Visit Report for Woodberry Down
Shacklewell One Day Review Final Report (Feb 2025)

Teacher Recruitment & Retention

The Board received an update from the Executive Headteacher on the challenges in teacher recruitment and retention.

In its discussions, **the Board enquired into possible reasons for the challenges being experienced** by the Federation and was told by the Executive Headteacher that reasons included high workload and poor pupil behaviour. Govs were told that the challenges had led to the Federation not meeting its recruitment targets, despite various measures taken to achieve this.

Govs were to that the Federation planned to improve recruitment by attending career/recruitment fairs in Scotland and Northern Ireland whilst simultaneously enhancing its website to outline benefits such as flexible working opportunities and professional development.

The Board agreed to receive progress reports on the implementation of plans designed to addressing the recruitment challenges.

OFSTED Update

The Executive Headteacher apprised the Board of the implications proposing changes to the OFSTED inspection framework, which was noted as moving away from single-word judgments to a detailed evaluation system. It was noted that this includes a 5-point rating scale and increased scrutiny on leadership and governance.

The Board discussed and noted the importance to understanding the implications of the proposed changes and the requirement to effectively engage in school improvement efforts. The implications for govts were noted as:

- Greater emphasis on understanding school performance across multiple dimensions.
- Increased accountability in areas such as leadership and inclusion.
- The need for proactive engagement in school improvement efforts to address areas identified as "Causing concern."

The Board noted the key changes as outlined in the published report.

Impact of Young Hackney Cuts

The Executive Headteacher provided the Board with a summary update on the impact of the cuts to Young Hackney.

It was reported that with cuts to Hackney Council's budget, the decision was taken to discontinue the Young Hackney transition program and transferring the erstwhile responsibility on the Federation. Govts were told that a dedicated transition working group would be established, and joint transition events would be organised to support Year 6 pupils moving to secondary school.

The Board discussed and noted the Key Concerns raised by the Executive Headteacher and the collective approach to be implemented by the Federation.

Pupil Numbers and SATs Preparation

The Executive Headteacher provided the Board with an update on pupil numbers across the federation, noting gaps in each year group. The reported pupil numbers per school was noted as:

- **Grazebrook** - 473
- **Shacklewell** - 477
- **Woodberry Down** - 701
- **Thomas Fairchild** - 227

The overall pupil numbers for the Federation as of March 2025 was **1,878**.

The Board was informed that the **Preparations for the 2025 SATs** focused on curriculum readiness, effective preparation strategies, and pupil well-being. Gobs were encouraged to monitor the administration of the tests to ensure integrity and that if they wished to do so, this could be done with consulting the Chair of Governors.

Premises

The Board received a summary update from the Executive Headteacher on Premises-related Matters. It was reported that:

- The annual asbestos management survey had been completed for Shacklewell and Grazebrook, along with a Refurbishment and Demolition survey in preparation for solar panel installation during the summer term.
- The Federation had secured an additional £1 million in funding from the local authority for roof replacement at Shacklewell. The local authority would support the Federation in a joint project for solar installation.
- Shacklewell's upper and lower hall lights would be replaced during the Easter holiday.
- *Drainage issues at Shacklewell:* A survey conducted in the autumn term revealed significant problems, including collapsed drainage sections. The repair work would take place during the summer term, with full compensation from the Federation, including costs for the drainage survey.
- *Drainage survey at Grazebrook:* Due to recurring flooding in KS2 toilets, a drainage survey would be conducted over the Easter break. Following this, funding would be sought to carry out necessary works during the summer holidays.
- *Grazebrook boiler replacement:* Work had begun to replace the old boilers with heat pumps. Currently, only two boilers in KS2 are operational, and the others were beyond repair. The council had agreed to provide a temporary boiler in case of emergency.
- *Thomas Fairchild fire doors:* These would finally be replaced during the summer holidays.
- *Woodberry Down:* No major projects are scheduled for this site other than regular maintenance, which will be managed and funded by the school.

It was discussed and noted that due to the significant amount of work taking place over summer 2025 and the lack of a Business Manager to oversee it, the Board was requested to consider approving two weeks of term-time leave in compensation, she would be required to oversee the scheduled works during the summer period.

DECISION

The Board agreed to the request for a term-time leave of absence for the Executive Headteacher.

Headteachers' Reports, etc

The Board received and considered the respective [Headteachers' Reports](#).

Gobs were apprised by Headteachers on:

School Context and Updates	Attendance
Safeguarding (school specific)	Pupil Progress
Additional Focus	

School Contextual Information

Gobs reviewed and noted the summary of contextual information provided on each school.

Attendance

The Board noted the whole school attendance data, to include:

Grazebrook – 95.7%	Shacklewell – 96.4%
Woodberry Down – 94.5%	Thomas Fairchild – 93.8%

School Updates

The Board reviewed and discussed the updates from the respective Headteachers as set out in their reports:

- [Grazebrook](#)
- [Shacklewell](#)
- [Woodberry Down](#)
- [Thomas Fairchild](#)

School Improvement Partner Visit (2) Report

The Board received and reviewed the [SIP Visit Report for Woodberry Down](#). Gobs noted the key areas of focus for the next visit, to include:

- **SEND:** Impact from SEND in-school audit, KS2 learning walk and book look to sample provision for pupils at SEND support
- **SEND:** Review the recording and assessment of outcomes for pupils with complex needs and how these inform provision.
- **Leadership:** Reasoning, critical thinking and problem solving across the curriculum; a focus on science and geography

One Day Review Report (Shacklewell)

The Board also reviewed and discussed the [One-Day Review Report](#). Gobs also noted the overall recommendations to secure end of year outcomes:

- Integrate reading skills so that children develop a more holistic approach to reading, including comprehension and a love of reading
- Further improve staff training and development, particularly for inexperienced staff and teachers new to the school to improve maths expertise.
- Further develop and strengthen subject leadership capacity so that new leaders have a greater role in monitoring and improving their subject areas.
- Utilising best provision and teaching practice in other subject areas, such as computing to improve the curriculum in other subject areas.

Gobs thanked the Executive Headteacher and Headteachers for their concise and informative reports.

4. Policy Review & Approval

The Board approved the adoption of the following policies:

Health & Safety Policy (2024-26)

5. Minutes –Governing Board Meeting (13 January 2025)

5.1 Corrections

None recorded

5.2 Approval of Minutes

The minutes of the Governing Board meeting held on 13 January 2025 were approved as the true and accurate record of the meeting.

5.3 Matters Arising from Minutes of the Gov Board Meeting held on 13 January 2025

All items reported as completed or marked as c/f for future meetings. No other matters arising from previous minutes.

GB1	2a	Complete the NSPCC Safeguarding Training Course	<u>CLOSED</u>
GB2	2b	Reach out to Exec Head to review the contracts for the Solar Panels or identify someone who will be able to assist with reviewing the contract and providing the required support	<u>CLOSED</u>
GB3	2c	Provide feedback to Exec Head on the operation of the flexible working approach to ascertain its effectiveness	<u>CLOSED</u>
GB4	2d	Monitor the Maths EXS data for Woodberry Down and ensure that govs monitoring visits are undertaken during exam periods so submitted data can be properly verified and authenticated before submission to LA	<u>CLOSED</u>

6. Governing Board Business

6.1 Governance & Statutory Updates

There were no updates to report on.

6.2 Membership & Recruitment

Nothing tabled for discussion.

6.2 Report from Resources Committee

The Committee received an update on the recent considerations by the Resources Committee during its last meeting held on 21 January 2025.

6.3 Chair's Actions & Correspondence

The Chair noted that the Hackney Education Strategy had been published, and governors were encouraged to participate in the consultation through submitting their views via the Google Form link, earlier disseminated.

It was highlighted that all submissions must be received by 24 April 2025.

7. Any other Business

There being no further business, the meeting ended at 8:08pm.

8. Confidential

The Board considered a confidential staffing item as tabled by the Executive Headteacher. This was recorded in separate confidential minutes.

Approved for (and on behalf of) the
GOVERNING BOARD



Chair of Full Governing Board
(or Chair of Meeting)

2/07/2025____
Date

Next meeting

Wed 02 July 2025 (5:30pm) – Shacklewell.